

## Schena, Cristeen

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**From:** Schena, Cristeen  
**Sent:** Wednesday, August 01, 2018 11:53 AM  
**To:** 'acharnov@clf.org'  
**Subject:** Final Response to FOIA EPA-R1-2018-009265  
**Attachments:** 009265 - Resp Ltr.pdf; EPA-R1-2018-009265 Invoice-20180801095504254.pdf  
**Categories:** EZ Record - Shared

Mr. Charnov,

Our response to this request is now complete, however, I'm unable to transmit this correspondence directly from FOIAonline because Rachel Sinsheimir's email address is still listed and I'm unable to add a 2<sup>nd</sup> email address.

So I'm attaching our final response letter and invoice to this email.

In order to access all the records please follow these instructions, and let me know if you have any difficulty:

- 1) Go to: <https://foiaonline.gov/foiaonline/action/public/home>
- 2) Click on the large 'Search' icon (magnifying glass)
- 3) Click on the link for 'Advanced Search'
- 4) Using the drop-down arrow in the 'Look Up By' box, select: Tracking Number
- 5) In the window to the right (Search For) enter in the Tracking Number: EPA-R1-2018-009265
- 6) Then click on the blue Search button
- 7) The case will appear. Since there's a large amount of records in this case you'll need to be a little patient while the system retrieves them. Once it does, they should appear and you should be able to open them, download them one at a time or download them all.

Also, I added some extra language to the invoice regarding the making of payments, but some of the words were cut off by the new form. The full language should read:

**PAYMENT IS DUE 30 DAYS FROM BILL DATE**

FOIA payments can now be made on-line. Please visit [www.pay.gov](http://www.pay.gov), enter sfo 1.1 in the search field, click on 'EPA Miscellaneous Payments – Cincinnati Finance Center' and complete the required fields. Pay.gov can also be accessed via FOIAonline by clicking the 'Make a Payment' button.

If you have any questions please let me know.

Cris

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